



The State of New Hampshire  
**DEPARTMENT OF ENVIRONMENTAL SERVICES**

Thomas S. Burack, Commissioner



November 10, 2008

Dear HHW Coordinator:

Thank you for your interest in organizing and sponsoring a household hazardous waste collection. Enclosed is the application package you requested. This package contains the application form and information to help organize a household hazardous waste collection.

**All of the information necessary to complete the application must be received by this office on or before February 1, 2009.** The application must include a general description of the collection project and letters of commitment for all participating communities if the collection is a regional project. Draft copies of an educational brochure and resident outreach project to promote this project and non-toxic alternatives to household hazardous products **must** also be submitted with this application to be considered for grant funds.

**Note: Although we encourage multiple-town shared events and provide a higher reimbursement rate to multiple-town events, a town's population may not be counted in more than one grant application during the grant period.**

It is important to maintain a dialogue with DES concerning the scheduled collection and provide notification of any changes such as the date, location or time of the collection. Failure to maintain a dialogue with DES regarding the collection could result in denial of state grant monies.

If you have any questions concerning the collection program or the application process for state grant monies, please call me at (603) 271-2047 or e-mail me at [hhw@des.nh.gov](mailto:hhw@des.nh.gov).

Sincerely,

Dean F. Robinson, Jr., Coordinator  
Household Hazardous Waste Program

Enclosures:

- \* Application Form
- \* Letter of Commitment (sample)
- \* RFP Guidance Document
- \* Sample Work Plan
- \* Organizing a HHW Event